

Baraboo Community Development Authority  
Minutes of the Regular Monthly Meeting  
Tuesday, April 2, 2019

The meeting was called to order by Chairperson Wastlund at 7:00 p.m. in Room 205 of the Baraboo Municipal Building, 101 South Blvd., Baraboo, WI 53913

**I/II. Call to Order/Roll Call**

Present: Wastlund, Fordham, Koehler, Bobholz, Kierzek, Petty, Skare  
Absent: None  
Staff: Patrick Cannon

**III. Note of Compliance with Open Meeting Laws**

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

**IV. Approval of Agenda**

A motion was made to approve the agenda as presented.

Petty (1); Koehler (2)  
Aye: All via voice vote  
Nay: None

**V. Approval of Minutes**

A motion was made to rescind the meeting minutes for March 5, 2019.

Fordham (1); Bobholz (2)  
Aye: Two via voice vote  
Nay: Five via voice vote

**VI. Announcement of Public Events**

There were no announcements of upcoming events.

**VII. Public Comment**

- A preview of the upcoming Discover Wisconsin video will be shown on April 8, 2019.
- The City will also be holding a listening session on the Pool on April 8, 2019

**VIII. Appeal of Application Denial**

**1. Lease Termination Appeal Hearing**

- a) CLOSED SESSION: The Chair will announce that the Board will go into Closed Session according to §19.85(0, considering financial, medical, social or personal histories ... of specific persons ... which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories ... or involved in such problems or investigations (appeal hearing regarding denial of application for Craig Jensen).

- b) OPEN SESSION: The Chair will announce that the Board will return to Open Session

as per §19.85(2), Wis. Stat., to address any business that may be the result of discussions conducted in Closed Session.

- c) CLOSED SESSION: The Chair will announce that the Board will go into Closed Session according to §19.85(1)(a), Wis. Stat., deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governing body (the Board will deliberate concerning the hearing for Craig Jensen).

**OPEN SESSION: The Chair will announce that the Board will return to Open Session as per §19.85(2), Wis. Stat., to address any business that may be the result of discussions conducted in Closed Session**

**Receipt of Financial Statements and Approval of Vouchers.**

- a. **February 1, 2019 to February 28, 2019 Vouchers**
- b. **Financial Statements**
- c. **Vacancy Report**
- d. **Outstanding Loan Report**

Motion:

To approve the vouchers for February 1, 2019 to February 28, 2019

Bobholz (1); Kierzek (2)

Aye: All via voice vote

Nay: None

The Board would like an update on the charging of salaries for both facilities.

**IX. Executive Report**

The report was included in the packet.

**X. Committee Reports**

**A. BEDC**

BEDC will meet at the High School for its next meeting

**B. Executive Committee**

The Committee has not met since last CDA meeting.

**C. Finance**

The Committee has not met since last CDA meeting.

**D. Loan Review Committee**

The Committee has not met since last CDA meeting.

**XI. Old Business**

**1. Update on CDA Projects**

**a. Web Site RFP**

Staff had no new information regarding this project.

**b. Use of solar energy at CDA owned facilities**

Staff had no new information regarding this project.

**2. Update on CLOSE program**

Staff indicated that the City is proceeding with the Lake ST. project and use of the CDBG funds.

**3. Consideration and discussion of CDA Strategic Plan**

**XII. New Business**

**A. Consideration and discussion of CDA involvement in City Capital Projects.**

Staff noted that the City is looking at two facility projects and they are exploring the use of the CDA as the long term funding avenue. Staff is concerned about the time requirements of other projects similar to the Municipal Building. The Board is willing to discuss involvement in these projects, but would like to wait to see how they are included in the future capital projects.

**B. Consideration and discussion of CDA committee appointments.**

The Chair noted that Ms. Kierzek will fill the committee positions previously held by Mr. Zolper. Mr. Skare declined to be appointed to any of the CDA committees.

**XIII. Board Member Comments**

No additional comments were made at this time.

**XIV. Public Comment**

None

**XV. Adjournment**

**Motion:**

To adjourn the meeting at 8:12 pm

Bobholz (1); Petty (2)

Aye: All via voice vote

Nay: None

Minutes were approved by the Community Development Authority on:

Carolyn Wastlund, Chairperson

Patrick Cannon, Recorder